

Fraser-Fort George Endowment Fund Grants

Helpful Hints for a Successful Application

- ✓ Review Granting Guidelines and eligibility criteria
- ✓ Provide all supporting documents requested
- ✓ Provide all contact information, including current addresses, phone numbers and emails
- ✓ Provide an alternate contact
- ✓ Submit application on time with all mandatory documentation
- ✓ Provide a complete proposed budget, including any supplemental funding
 - Include all income and expenses in final budget, including in-kind contributions
 - Include quotes for labour and materials, if appropriate
 - Project costs must equal total revenue
- ✓ Provide a copy of the organization's previous year's financial statement
- ✓ Include volunteer and professional letters of support, if possible
- ✓ Complete an Evaluation Report when the project ends (if there are delays, advise of the issue and expected completion date)
- ✓ Provide photos of the project if applicable